



**Te Tari Taiwhenua**  
Internal Affairs

## Three Waters Reform Programme: Request for Information Workbook I

### Local Authority

#### Nominated contact person

#### Nominated contact person contact details

**Role:**

**Email:**

**Phone number:**

**This workbook is to be completed by the representative sample of Local Authorities**

### Key details

The following provides RfI Template details such as key dates, dollar units and error checks.

#### General inputs

Report year -1	30/06/2019
Report year	30/06/2020
Report year +1	30/06/2021 (Forecast)

#### National performance review

Has the Local Authority participated in the Water New Zealand National Performance Review? (select response)

We grant DIA permission to access the Water New Zealand National Performance Review Information (select response)

### Worksheet references

Reference	Section
Section AA	Qualitative
Section A	Base information
Section B	Levels of service
Section C	Quality and environment
Section E	Operating costs and efficiencies
Section F	Current and forecast financial information
Section G	Investment delivery plan
Section J	Asset replacement

#### Master check<sup>1</sup>

<sup>1</sup> All required fields have been populated

Tab	Description	Check
<b>Master Check:</b>		<b>Please complete</b>
AA1	Table AA1: Commercial Arrangements	Please complete
AA2	Table AA2: Land Assets, Water, Wastewater and Stormwater Assets & Liabilities	Please complete
A1	Table A1: Properties & Population – Water	Please complete
A2	Table A2: Water Volumes	Please complete
A3	Table A3: Properties & Population – Wastewater	Please complete
A3b	Table A3b: Properties & Population - Stormwater	Please complete
A4	Table A4: Wastewater Volumes & Loading	Please complete
B1	Table B1: Water Availability	Please complete
B2	Table B2: Pressure And Interruptions	Please complete
B3	Table B3: Wastewater Flooding Inside A Property	Please complete
B3a	Table B3a: Wastewater Flooding outside of the customer's property - i.e. External Flooding	Please complete
B4	Table B4: Customer Care - Enquiries (Three Waters)	Please complete
B5	Table B5: Customer Care - Complaints (Three Waters)	Please complete
B6	Table B6: Customer Care - Other (Three Waters)	Please complete
B8	Table B8: Other Service Indicators - Water, Wastewater and Stormwater	Please complete
C1	Table C1: Water Quality Outputs - Compliance	Please complete
C2	Table C2: Water Quality Outputs - Asset Performance	Please complete
C3	Table C3: Water Enhancement	Please complete
C4	Table C4: Wastewater Quality Outputs - Compliance	Please complete
C5	Table C5: Wastewater Quality Outputs - Asset Performance	Please complete
C6	Table C6: Wastewater Quality Outputs – Enhancement investment	Please complete
C7	Table C7: Water Quality Outputs - Water Mains Activities	Please complete
C8	Table C8: Wastewater Quality Outputs - Sewer Activities	Please complete
C8b	Table C8b: Stormwater Quality Outputs - Stormwater Only Sewer Activities	Please complete
E1	Table E1: Activity Based Costing - Water Service	Please complete



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Key details		
E2	Table E2: Activity Based Costing - Wastewater Service	Please complete
E2b	Table E2b: Activity Based Costing - Stormwater Service	Please complete
E4	Table E4: Water Resources and Treatment	Please complete
E5	Table E5: Large Water Treatment Plant Information Database	Please complete
E6	Table E6: Water Explanatory Factors - Distribution	Please complete
E7	Table E7: Wastewater Explanatory Factors - Wastewater	Please complete
E7b	Table E7b: Stormwater Explanatory Factors	Please complete
E8	Table E8: Wastewater Explanatory Factors - Wastewater Treatment Plants	Please complete
E9	Table E9: Large Wastewater Treatment Plants Information Database	Please complete
E10	Table E10: Wastewater Explanatory Factors - Sludge Treatment and Disposal	Please complete
E11	Table E11: Management and General	Please complete
E12	Table E12: Inflation Assumptions	Please complete
F1	Table F1: Revenue and Expenditure	Please complete
F2	Table F2: Balance Sheet	Please complete
F2a	Table F2a: Working capital by asset type	Please complete
F3	Table F3: Analysis of Borrowing (Three Waters)	Please complete
F3a	Table F3a: Analysis of Borrowing by Interest Rate and Date of Maturity	Please complete
F4	Table F4: Analysis of Receivables and Payables	Please complete
F5	Table F5: Cash Flow Parameters	Please complete
F7	Table F7: Cash Flow Statement	Please complete
F7a	Table F7a: Cash Flow Statement - Water	Please complete
F7b	Table F7b: Cash Flow Statement - Wastewater	Please complete
F7c	Table F7c: Cash Flow Statement - Stormwater	Please complete
F8	Table F8: Reconciliation of Operating Surplus (Deficit) to Net Cash Flow from Operating Activities	Please complete
F8a	Table F8a: Reconciliation of Operating Surplus (Deficit) to Net Cash Flow from Operating Activities - Water	Please complete
F8b	Table F8b: Reconciliation of Operating Surplus (Deficit) to Net Cash Flow from Operating Activities - Wastewater	Please complete
F8c	Table F8c: Reconciliation of Operating Surplus (Deficit) to Net Cash Flow from Operating Activities - Stormwater	Please complete
F9	Table F9: Analysis of Fixed Assets by Asset Type (for Report Year)	Please complete
F10	Table F10: Analysis of Revenue	Please complete
F11	Table F11: Information on Large Users (users >100,000m3)	Please complete
F12	Table F12: Inflation Assumptions	Please complete
G1	Table G1: Summary - Water, Wastewater and Stormwater Services	Please complete
G2	Table G2: Project Analysis - Water Service	Please complete
G3	Table G3: Project Analysis - Wastewater Service	Please complete
G4	Table G4: Project Analysis - Stormwater Service	Please complete
G5	Table G5: Inflation Assumptions	Please complete
J1	Table J1: Summary - Asset Replacement	Please complete
J2	Table J2: Disaggregated Asset Information	Please complete
J3	Table J3: Contractor Rates for Asset Replacement	Please complete